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8 June 1976

MEMORANDUM FOR: Deputy Director for Intelligence

Deputy Director for Operations

Deputy Director for Science and Technology

FROM : John F. Blake

Deputy Director for Administration

SUBJECT : Agency Speakers at Midcareer Courses

STATINTL

1. The Director of Training has made me aware that during the running of the last three Midcareer Courses they have experienced an abnormally high speaker substitution rate. This is particularly true for Phase I which is conducted at the ______ The statistics are as follows:

| Course No. | No. of Speakers Scheduled | Substitutions/ Cancellations | Loss Rate |
|------------|------------------------------|---------------------------------|--------------|
| 50 | | 9 | 238 |
| 51 | 38 | 9 | 23% |
| 52 | 4 2 | 8 | 191 |

2. While it is understandable that from time to time official demands occur that negate the ability of a speaker to meet his scheduled presentation. I would ask that you urge your officers to make every possible effort to adhere to their scheduled dates.

STATINTL

/s/John F. Blake

John F. Blake

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